



**Tony Evers, Governor**  
**Dawn Crim, Secretary**

November 25, 2020

Nancy J. Zastrow, Clerk/Treasurer  
Town of Ixonia, Jefferson County  
W1195 Marietta Avenue  
Ixonia, WI 53036  
[nancyz@townofixonia.com](mailto:nancyz@townofixonia.com)

**VIA EMAIL**

Re: Town of Ixonia, Jefferson County Jurisdiction Request for Commercial Electrical Permitting and Inspecting

Dear Nancy J. Zastrow,

I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code § SPS 316.011(1) to exercise jurisdiction over the inspection of electrical wiring installations at farms, public buildings, places of employment, campgrounds, manufactured home communities, public marinas, piers, docks, or wharves and recreational vehicle parks.

Pursuant to Wis. Stat. §§ 101.02 (5) and (15) and 101.82 (2m), the Department delegates your municipality the primary responsibility to perform commercial electrical permitting and inspecting for all installations under Wis. Admin. Code § SPS 316.012(1)(a) to be constructed within the limits of your municipality. An exception to this delegation is that our agency retains jurisdiction for permitting and inspecting for all state-owned buildings pursuant to Wis. Stat. § 13.48(13).

As a condition of the delegation, you are required to comply with the following:

- Maintain your municipality's registration as an inspection agency.
- Provide the Department with a copy of any revisions to your municipality's electrical ordinance.
- Employ or contract with certified commercial electrical inspectors or independent inspection agencies.
- Provide the Department with any changes to the names of its certified commercial electrical inspectors and independent inspection agencies employed or contracted by the municipality.

Please note the following in your ordinance:

- §14.04(3) specifies that no permit shall be required by power users who employ their own licensed plant electricians. Permits shall be required for the installations identified under [Wis. Admin. Code § SPS 316.012\(1\)\(a\)](#). Permits shall not be required for the installation, repair, or maintenance of electrical wiring within an existing industrial facility or an existing manufacturing facility unless the plan for the installation, repair, or maintenance is required to be examined under [Wis. Stat. § 101.12\(2\)](#).
- §14.04(5) specifies requirements for concealing wiring. Note that per [Wis. Admin. Code § SPS 316.013\(3\)\(c\)1](#), the concealment or energizing of electrical wiring, other than an electrical service, may proceed if inspection has not been completed within 2 business days after notification is received or as otherwise agreed between the wiring installer and the designated inspection agency providing the inspection.

If your municipality decides to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 316.011(1)(c) by providing the Department with a 60-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

I understand that Wisconsin Building Inspections will be the electrical inspection agency responsible for enforcement and has the proper certification to do so.

Our electrical consultant for your area, Anthony Tadysak, at (262) 895-9078, is available to assist in any questions or concerns your municipality may have with implementing commercial permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

A handwritten signature in blue ink that reads "Michael D. McNally Jr." in a cursive script.

Michael D. McNally Jr.  
Section Chief, Electrical Program

cc: Garry Krause, Bureau Director, Technical Services Bureau  
Anthony "Tony" Tadysak, Electrical Consultant, Technical Services Bureau